

## **VILLAGE OF WRIGHTSTOWN BOARD MEETING MINUTES**

The REGULAR MONTHLY MEETING OF THE Village Board of the Village of Wrightstown was held at Village Hall, 352 High St., on **Tuesday, April 21, 2020.**

Meeting was called to order at 6:11 p.m. by Village President Dean Erickson and the Pledge of Allegiance was recited.

Roll Call: Present –Village President Dean Erickson, Trustee Sue Byers, Trustee Andy Lundt, Trustee Scott Reignier, Trustee Dan Segerstrom, Trustee Terry Schaeuble, Trustee Keith Wendlandt

Also present: Ed Byrne (Brillion News), Village Administrator Travis Coenen, Clerk/Treasurer Michelle Seidl, Police Chief Greg Deike, Public Works Superintendent Andy Vickman, Municipal Court Judge Perry Kingsbury, Officer Gary DeWinter, Officer Heather Martin, Officer Mike Sullivan and Resident Kathy Kingsbury

**MINUTES** – Motion made by A Lundt with a second made by S Byers to approve the April 8, 2020 Board Meeting Minutes, as submitted. **Motion carried.**

**VOUCHERS** – Motion made by S Byers with a second made by K Wendlandt to approve the vouchers, as submitted, totaling \$747,406.78, from April 2, 2020 through April 15, 2020. **Motion carried.**

**SCHEDULED APPEARANCES:** None

**WALK INS:** None

**CORRESPONDENCE:** None

### **ADMINISTRATOR’S REPORT:**

- Keeping current on all COVID-19 updates received. Staff are documenting COVID-19 related expenses so the Village will be able to apply for cost reimbursement through FEMA
- Two potential development projects coming in on Quality Ct.

### **COMMITTEE REPORTS**

#### **FINANCE/PERSONNEL**

- **Ehlers Bond Trust Services Statement 56573** – Motion made by S Byers with a second made by K Wendlandt to approve payment on Ehlers Bond Trust Services Statement 56573, for \$240,325.00, for interest and principal payments on the Village’s \$2,990,000 General Obligation Refunding Bonds, Series 2012A. **Motion carried.**
- **Greenleaf Wayside Bank Notice 810132003 04/06/2020** – Motion made by S Byers with a second made by D Segerstrom to approve payment on Greenleaf Wayside Bank Notice 810132003 04/06/2020, for \$34,455.88, for interest and principal payments on the Village’s 2018 Sewer Revenue Bank Note. **Motion carried.**
- **Greenleaf Wayside Bank Notice 810132004 04/06/2020** – Motion made by S Byers with a second made by D Segerstrom to approve payment on Greenleaf Wayside Bank Notice

810132004 04/06/2020, for \$44,630.92, for interest and principal payments on the Village's 2018 Water Revenue Bank Note. **Motion carried.**

- **Wisconsin Department of Transportation Payment** – Motion made by S Byers with a second made by K Wendlandt to approve payment of \$12,000 to the Wisconsin Department of Transportation, for the Permanent Limited Easement on High Street for the Highway 96 project, ID 4075-28-21. Property is located between Cedar St. cul-de-sac and the roundabout. **Motion carried.**
- **Municipal Treasurer's Appreciation Week Proclamation**, April 19 - 25, 2020, was read
- **Proclamation - Municipal Court Judge** – Motion made by S Byers with a second made by K Wendlandt, to table the reading of the proclamation honoring outgoing Judge John DeWane for his years of service to the Village, until after the COVID-19 pandemic has subsided. **Motion carried.**
- **Swearing In – Newly Elected Municipal Court Judge Perry Kingsbury**
- **Swearing In – Returning Elected Trustees – Terry Schaeuble, Dan Segerstrom and Keith Wendlandt**

#### **PARKS, RECREATION & REGIONAL PLANNING**

- **Site Plan – Wrightstown Properties, LLC** – Motion made by T Schaeuble with a second made by S Byers to approve the Site Plan for Wrightstown Properties, LLC (Print Pro). **Motion carried.**
- **Operator License Application for Samantha R. Olson** – Motion made by T Schaeuble with a second made by K Wendlandt to approve the operator license application for Samantha R. Olson, 4850 Stella Ct., Unit 80, Hobart, WI 54155, for Royal St. Patrick's Golf Links. **Motion carried.**
- **Operator License Application for Larissa L. Russell** – Motion made by T Schaeuble with a second made by D Segerstrom to approve the operator license application for Larissa L. Russell, 6004 Skeleton Br. Rd., Oshkosh, WI 54904, for Royal St. Patrick's Golf Links. 6 yes votes, 1 nay (S Reignier). **Motion carried.**
- **Operator License Application for Vanessa M. Thiel** – Motion made by T Schaeuble with a second made by D Segerstrom to approve the operator license application for Vanessa M. Thiel, N7413 Elm Rd., Hilbert, WI 54129, for Royal St. Patrick's Golf Links. **Motion carried.**
- **Operator License Application for Patricia L. Turner** – Motion made by T Schaeuble with a second made by A Lundt to approve the operator license application for Patricia L. Turner, 460 Janet Ln., Wrightstown, WI 54180, for Dollar General. **Motion carried.**
- **Village of Wrightstown Exterior Lighting Standards** – Updated draft of the Village's NEW Exterior Lighting Standards presented. Regulations for residential properties were clarified. Complaints received will be handled at the discretion of the Village staff addressing the issue.

Resident Rick Savela, via email, recommended that property owners with existing non-conforming lights have one year to correct rather than the three years the draft ordinance currently states.

Updated ordinance draft will be emailed next week for review before going to public hearing, on May 19<sup>th</sup>

#### **PUBLIC SAFETY**

## **Municipal Court – No questions**

### **Fire Department**

- Dispatched for a grass fire in March but call was cancelled in route as resident had a burning permit
- Provided mutual aid for a fire over the weekend.
- Responded to a garage fire in Royal St. Pat's due to a battery operated power tool
- Training for March was the last installment of the Active Shooter Training held at the High School
- Training and meetings have been adjusted due to new COVID-19 protocol
- Parade held in front of Gene VandeHey's home over the weekend to show support during his battle with cancer

### **Police Department –**

- All training, other than in house activities, cancelled due to COVID-19 pandemic
- Donations of facemasks being received from community
- Working with Brown / Outagamie County Emergency Management to get basic PPT supplies

Discussion regarding Village rummage sales. The Police Department will be closing down any open sales that they are made aware of, while the safer-at-home orders are in force.

## **PUBLIC WORKS & UTILITIES - -**

### **Public Works**

- 50 tons of road salt remain out of the 148 tons that was budgeted for. Brown County will be storing it, at no cost, in their Greenleaf facility on Highway 57.
- Sanitary and water main installation on Clay Street is complete. Laterals will be installed over the next two weeks with work on Highland following. Completion date is scheduled for early July.

**ADJOURN - -** Motion made by S Reignier with a second made by S Byers to adjourn the meeting at 6:45 p.m. **Motion carried.**

Michelle Seidl

Clerk/Treasurer